

Policy Type: District

Policy Title: Policy on Naming Opportunities

Whom Does this Policy Affect: All District Staff

Purpose: The purpose of the policy is to provide criteria, and to promote fairness and consistency, in the naming of College facilities after an individual or entity.

Policy Statement

The Community College District of Monroe County, Michigan strongly encourages the recognition of individuals and entities that have made significant contributions to the College. To acknowledge contributions that are significant, extraordinary, and exceptional, the College's Board of Trustees has established this policy.

Definition

Facility means a building, room, lab, lounge, space, garden, pond, courtyard, street, or other permanent area or physical asset of the College.

Naming to Acknowledge a Monetary Gift

Working in conjunction with the College's President, the Board of Directors of The Foundation at MCCC shall establish a chart of facility naming opportunities identifying the various campus facilities and the dollar amount required for their naming. The President will submit the chart to the College's Board of Trustees for approval. The President shall then serve as the administrator of this policy.

For all buildings and the College's Trustee Board Room, the Board of Trustees retains the right to approve any naming decisions, and, in the case of new construction, also retains the right to determine what dollar value is required for a naming opportunity. The primary consideration for the naming of a building will be the receipt of a substantial monetary gift.

Naming for Non-Monetary Reasons

The Board of Trustees may name a College facility for an individual or entity for reasons other than a monetary gift. Such reasons include, but are not limited to:

- Recognition of exceptional contributions to the support, well-being, and reputation of the College.
- Recognition of outstanding years of service in the support, wellbeing, and reputation of the College.
- To memorialize or honor an individual's or entity's distinguished support for the well-being of the College.

Required Passage of Time

Generally, in cases where a facility is to be named after a College employee or member of the Board of Trustees, a period of at least one year must have lapsed since the individual's relationship with the College has been ended.

To ensure greater objectivity, it is the intent of the Board of Trustees that any naming for non-monetary reasons will not occur in the recent aftermath of an emotional event or some calamity.

Change or Discontinuance of Named Facility

Where the use of a facility is changed or the facility is physically changed or demolished, the Board of Trustees may choose to retain the name, name another comparable facility, or decide to discontinue the use of the name altogether.

If for any reason the Board of Trustees decides that the non-monetary naming of a facility becomes a detriment to the prestige and reputation of the College it may decide to discontinue the use of the name.

Final Authority

The naming of any College facility creates a physical and psychological bond between the College and the individual or entity being recognized. And, although it is both an honor and privilege for the individual or entity to be recognized by the naming of a facility, it is the well-being and benefit to the College in selecting a name that is paramount in all naming decisions.

The Board of Trustees will, therefore, determine the appropriateness and desirability in all naming decisions and has final authority to approve or reject all naming requests and to make exceptions to this policy.